

A G E N D A

Community Advisory Commission – Special Meeting

May 17, 2004

Committee Meeting Room

455 E. Calaveras Boulevard

*** * * * *Special meeting time 7:00 p.m. * * * * ***

I. Roll Call: Joselito Abelardo, Philip Cook, Arsenio Iloreto, Chris Lee, Sudhir Mandal, Syed Mohsin, Marie Pham, Craig Ranker and Samuel Robinson
Alternates: Danny Fang, Jenifer Lind, Nestor Luna, and Michael Queenan

II. Seating of Alternates

III. Pledge of Allegiance

IV. Approval of Agenda

V. Approval of Minutes: May 5, 2004

VI. Announcements

VII. Citizen's Forum

Members of the audience are invited to address the Commission on any subject not on tonight's agenda. Speakers are asked to supply their name and address for the record. Commissioners cannot respond to issues brought forward, but may request that the matter be placed on the agenda of a future meeting.

VIII. Liaison Reports

City Council Report: Councilmember Polanski

Recommendation: Given the purpose of this special meeting, it is recommended that this standing agenda item be postponed to the next regular CAC meeting of June 2, 2004.

IX. Old Business

A. None.

X. New Business

A. Draft Ethics Code, Behavior Standards and Implementation Plan.

The ethics project contract requires CAC review and recommendation prior to Council's review and approval on June 1, 2004 of the ethics code, behavior standards and implementation plan. At their May 13, 2004 meeting, the Steering Committee completed their final review of the attached *City of Milpitas Code of Ethics* and *Implementation Plan for the City of Milpitas Code of Ethics*. The

attached ethics code is the version that received group consensus at the last code preparation workshop with very minor improvements to wording that do not change intent. These can be found in the preamble, as well as the “stewardship” and “accountability” values. A signature line has also been added.

The purpose of the attached implementation plan is to identify educational methods and outline how to monitor the effectiveness of the ethics program. Briefly, the plan recommends the following implementation measures:

1. When possible, conducting moments of reflection at the end of Council, Commission and staff meetings assessing how well the code was practiced at the meeting.
2. Publicly recognizing at the annual Board and Commission dinner those who have been extraordinary role models of the code’s values.
3. Holding a campaign candidates workshop on how to conduct a political campaign consistent with the code.
4. Conducting a post-election assessment session in December/January to evaluate how well code promises were kept with CAC-sponsored sessions after all future elections that would precede an ethics code and ethics program evaluation and updating process.
5. Seeking partners who can also hold candidates accountable.
6. Discouraging use of the County Ethics Foundation.
7. Securing an “ad watch” program sponsor or sponsor of web space for candidates to respond to opponent’s claims made within the last few days of the election.
8. Producing a public information program to educate voters on how to determine whether a candidate is ethical.
9. Requiring candidate disclosure of all their lobbyists to whom they’ve paid \$500 or more to communicate with city officials to influence city legislation or decisions.
10. Considering programs related to campaign funding.
11. Instituting a process for complaints that would be adjudicated by a paid, team of ethics evaluators with the authority to take the appropriate action as per codified sanctions.
12. Requiring all Council members to attend a two-session ethics workshop series.
13. Requiring all senior management staff to attend a two-session ethics workshops series.
14. Requiring all boards and commissioners to attend a one-session ethics workshop series.

The attached behavior standards are the versions that received group consensus at the last code preparation workshop. They have not yet been refined to improve their readability. This will be done at a May 20th Steering Committee meeting, prior to forwarding to Council for adoption.

Recommendation: Recommend approval of the draft Ethics Code and Implementation Plan to the City Council. Recommend approval to the Council of the behavior standards, subject minor revisions to be made by the consultant and Steering Committee.

B. Subcommittee/Task Force Status Reports

- Neighborhood Preservation (Lee, Mohsin, Queenan and Robinson)
- Mayor’s Term Length (Lee, Mandal, Mohsin and Pham)
- 50th Year Anniversary (Mohsin, Mandal and Lind)
- Ethics (Abelardo, Lind, Robinson and Ranker)
- Tree Ordinance/Heritage Tree Program (Illoreta, Lee and Cook)
- Tree Decorating Celebration (Pham, Cook, Abelardo and Robinson)

Recommendation: Given the purpose of this special meeting, it is recommended that this standing agenda item be postponed to the next regular CAC meeting of June 2, 2004.

XI. Adjournment to June 2, 2004

In compliance with the Americans with Disabilities Act, individuals requiring accommodation for this meeting should notify the City 48 hours prior to the meeting by calling the Community Advisory Commission (CAC) Recording Secretary at (408) 586-3076, or by calling TDD (408) 586-3013. The CAC Secretary will upon request provide to the visually impaired a recorded agenda or minutes on standard cassette or printed in large type.
